



**MINUTES OF A REGULAR MEETING OF THE
UPLAND PLANNING COMMISSION AND JOINT SPECIAL
MEETING OF THE AIRPORT LAND USE COMMITTEE
WEDNESDAY, FEBRUARY 24, 2021
AT 6:30 P.M.**

1. CALL TO ORDER OF THE PLANNING COMMISSION REGULAR MEETING

Chair Aspinall called the Regular Meeting of the Upland Planning Commission to order at 6:30 P.M.

2. PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by *Commissioner Anderson*.

3. ROLL CALL

MEMBERS PRESENT: *Chair Aspinall, Vice Chair Schwary, Commissioners Anderson, Caldwell, Grahn, Mayer, and Shim*

MEMBERS ABSENT: *None*

ALSO PRESENT: *Development Services Director and Planning Commission Secretary Dalquest, Contract Planning Manager Poland, Deputy City Attorney Maldonado, Senior Administrative Assistant Davidson*

This Planning Commission meeting was conducted pursuant to the Governor's Executive Order N-29-20 which suspended certain requirements of the Brown Act. All Commissioners and staff were present via videoconference. The public was able to observe the meeting via live stream on the City's website or on the public access cable channels. Public comment was taken via telephone.

4. APPROVAL OF MINUTES

Chair Aspinall noted there (3) corrections needing to be made.

Moved by *Commissioner Anderson*, to approve the Minutes of the Planning Commission meeting of January 27, 2021, as amended.

The motion was seconded by *Vice Chair Schwary*.

The motion carried by the following vote (7-0):

AYES: *Chair Aspinall, Vice Chair Schwary, Commissioners Anderson, Caldwell, Grahn, Mayer, and Shim*

NAYS: *None* ABSTAINED: *None*

ABSENT: *None*

5. COUNCIL ACTIONS

Development Services Director Dalquest reported there were no items to report from the February 8, 2021 City Council meeting. He reported that City Council ratified an Executive Order at the February 22, 2021 meeting to allow the temporary outdoor operations of gyms and fitness centers within a designated portion of an on-site parking lot until the Director of Emergency Services ends the local emergency.

6. FUTURE AGENDA ITEMS

Contract Planning Manager Poland reported the next Planning Commission meeting will be on March 24, 2021, and advised there will be two Conditional Use Permit Public Hearings. He reported the first is for a liquor license

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for Brandon's Diner on Mountain Avenue. He reported the second is for a new Rally's Burgers drive-thru restaurant which will replace the current Taco King Restaurant on east Foothill Boulevard.

7. ORAL COMMUNICATIONS

Chair Aspinall opened oral communications. Seeing no members of the public wishing to address the Commission, *Chair Aspinall* closed oral communications.

Senior Administrative Assistant Davidson provided a brief overview of the decorum for public comment.

8. RECESS THE PLANNING COMMISSION REGULAR MEETING

Chair Aspinall recessed the Planning Commission Regular Meeting at 6:39 p.m.

**9. CALL TO ORDER OF THE JOINT SPECIAL MEETING OF THE PLANNING COMMISSION AND
AIRPORT LAND USE COMMITTEE**

Chair Aspinall called to order the Joint Special Meeting of the Planning Commission and Airport Land Use Committee at 6:39 P.M.

10. ROLL CALL OF THE AIRPORT LAND USE COMMITTEE

MEMBERS PRESENT: Chair Aspinall, Vice Chair Schwary, Commissioners Anderson, Caldwell, Grahn, Mayer, Shim, and Committee Member Campbell

MEMBERS ABSENT: None

ALSO PRESENT: Development Services Director and Planning Commission Secretary Dalquest, Contract Planning Manager Poland, Deputy City Attorney Maldonado, Senior Administrative Assistant Davidson

11. PUBLIC HEARINGS

A. DEVELOPMENT PLAN REVIEW NO. 20-0010 (DPR-20-0010), TENTATIVE TRACT MAP NO. 20366 (TTM-20-0002), AIRPORT LAND USE COMPATIBILITY REVIEW NO. 21-0001 (ALUC-21-0001) AND ENVIRONMENTAL ASSESSMENT REVIEW NO. 20-0006 (EAR-20-0006).

Project Description: Consideration of a request to subdivide 15.64 acres to allow 192 residential dwelling units (76 attached townhomes and 116 detached units) on ten (10) lots. The project site is located within The Enclave at Upland Specific Plan area.

Project Location: South of Foothill Boulevard, north of 11th Street, west of Central Avenue, and east of Dewey Way. Property is further described as Assessor's Parcel Numbers 1007-041-05, 1007-1041-06, 1007-051-02, 1007-051-03, and 1007-051-04.

Staff:	Mike Poland, Contract Planning Manager
Applicant:	Adam Collier, representative for Lewis Land Developers, LLC 1156 N. Mountain Avenue Upland, CA 91786
	That the Planning Commission/Airport Land Use Committee: <ol style="list-style-type: none">1. Receive staff's presentation; and2. Open public hearing and receive testimony from the public; and3. Close public hearing and have Commission/Committee discussion.

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Recommendation:	<p>4. Planning Commission move to approve a Resolution adopting the Subsequent Mitigated Negative Declaration and Mitigation Monitoring Program for Development Plan Review No. 20-0010, Tentative Tract Map No. 20-0002 and Airport Land Use Compatibility Review No. 21-0001, and make the required environmental findings pursuant to the California Environmental Quality Act (CEQA) Guidelines; and</p> <p>5. Airport Land Use Committee move to approve a Resolution approving Airport Land Use Compatibility Review No. ALUC No. 21-0001; and</p> <p>6. Planning Commission move to approve a Resolution approving Development Plan Review No. 20-0010 and Tentative Tract Map No. 20366 (TTM 20-0002).</p>
Council Hearing Required:	The Planning Commission's decision is final unless the request is appealed to the City Council (UMC Section 17.47.040).
Appeal Period:	February 25, 2021 – March 8, 2021.

Contract Planning Manager Poland provided a brief overview of the project which is a request to subdivide 15.64 acres to allow 192 resident dwelling units within the Enclave at Upland Specific Plan (EUSP) area. He advised the EUSP was approved by the City Council in June 2015 which allows for up to 350 single-family attached and/or detached homes. He provided an overview of the site plan and advised the only significant change is that Planning Area 2 is not included in the proposal. He provided an overview of surrounding uses, development standards compliance, parking, perimeter walls, wall locations, architectural styles, recreation areas, clubhouse, and recreation center.

Contract Planning Manager Poland reported that Senate Bill 330 (SB 330) aims to increase residential unit development, protect existing housing inventory, and expedite permit processing. He noted the proposed Development Plan Review (DPR) includes 192 units which is five units above the minimum number of units allowed by the EUSP. He advised SB 330 prohibits any amendment to the approved EUSP to allow for development below the minimum density allowed. He clarified the Planning Commission could only reduce the number of units by five and still comply with SB 330.

Contract Planning Manager Poland reported the City adopted the Cable Airport Land Use Compatibility Plan in 2015. He advised it was determined that compatibility does not apply to existing land uses and reviewed the qualifying criteria. He advised the Environmental Review is a Subsequent Initial Study/Mitigated Negative Declaration which did not identify any new significant impacts.

Contract Planning Manager Poland reported staff recommends the Planning Commission approve the Resolution adopting the Subsequent Initial Study/Mitigated Negative Declaration, approve the Airport Land Use Compatibility Resolution, and approve the Planning Commission Resolution for Development Plan Review subject to Conditions of Approval in the Resolution.

In response to *Commissioner Anderson's* inquiry, *Contract Planning Manager Poland* clarified the EUSP was approved in June 2015 which allows for up to 350 single-family attached and/or detached homes. He noted the Applicant is proposing 192 units without Planning Area 2 which could accommodate an additional 65 units. *Commissioner Anderson* expressed concern that given the requirements with the Housing Element there are 92 homes that potentially will not be built. In response to *Commissioner Grahn's* inquiry, *Contract Planning Manager Poland* clarified the 350 homes was based on the allowable density.

In response to *Chair Aspinall's* inquiry, *Contract Planning Manager Poland* clarified Planning Area 2 will always be included in the EUSP, however, it is not owned by Lewis Land Developers, LLC, and deferred questions to the Applicant.

In response to *Commissioner Mayer's* inquiries, *Contract Planning Manager Poland* explained the 2021 EUSP is only a comparison of the difference between the Planning Area and the number of units from 2015 compared to 2021. He further clarified none of the units are built on individual lots and are separated based on areas with 14 lots being proposed for the entire 15.64 acres. He reported there will be a Homeowners Association (HOA)

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that will cover both the attached and detached units. He clarified individual owners of detached family homes will own the structure and a portion of the community.

Commissioner Mayer expressed concern if an individual parks in the parking spot in front of a house they do not own, the garage spot is not usable by the homeowner. In response to *Commissioner Mayer's* inquiry, *Contract Planning Manager Poland* clarified the spot in question would be within the boundary of the owner's pad and would be restricted in the HOA for their use only. He confirmed the parking space would be located in the corridor of the next house.

In response to *Commissioner Grahn's* inquiry, *Contract Planning Manager Poland* identified the guest parking lots in the parking slide presented and advised those spots identified will be concrete and not landscaped.

Chair Aspinall opened the public hearing.

Adam Collier, Project Manager for Lewis Land Developers, LLC provided a brief overview of the project team, project background, approved and requested entitlements, and project features. He advised the Lewis Planned Communities group develops subdivisions and residential master plans throughout Southern California.

Mr. Collier reported *Gary Teague* of GT Performance Engineering owns the land identified in Planning Area 2. He explained the thought process at the time the EUSP was being developed was to include the land to provide *Mr. Teague* the ability to redevelop for residential use in the future when he decides to sell. He noted they were unable to come to a financial agreement that works for both parties so they believe it is best to move forward and continue to reinvest in the property.

Mr. Collier explained the reason a project was not developed in 2015 was that Harvest at Upland was just taking off and no builder wanted to take on another subdivision directly next to a competing project. He clarified that although the project was grandfathered in under the prior Compatibility Plan the site lies within the C3 and the B2 Compatibility Zones of today's plan and the density is allowed within those zones.

Commissioner Mayer inquired whether the adjacent property owned by GT Motorsports and Gary Teague was included or in any way part of tonight's proposed project.

In response to *Commissioner Mayer's* inquiry, *Mr. Collier* confirmed tonight's discussion does not include any of *Mr. Teague's* land. He believes if *Mr. Teague* decided to redevelop in the future the development would look similar to the redevelopment of the Mount Fuji Nursery as it is a similar lot dimension. He also believe it cannot accommodate 65 units due to the constraints of the fire access road.

Mr. Collier provided an overview of the detached unit project which includes 116 single-family detached units with 2-car garages and 1 driveway space. He explained the project is a gated community with the primary entrance on 11th Street. In response to *Commissioner Mayer's* previous inquiry, he explained the builder will submit condominium plans to the California Department of Real Estate (DRE) which details rules and areas of responsibility for each lot including parking spaces.

In response to *Commissioner Grahn's* previous inquiry, *Mr. Collier* clarified there is a landscape strip along with small tree to try to provide some separation and provide some delineation and avoid the heavy concrete look. He advised each owner gets the benefit of a private yard and the ability to have a third car space which is very hard to come by. He noted they are sacrificing some of the street aesthetics to achieve a 12-unit per acre density.

In response to *Commissioner Grahn's* inquiry, *Mr. Collier* advised Harvest at Upland has a similar situation where guests are unable to park in the units on trash day.

In response to *Commissioner Mayer's* inquiry, *Mr. Collier* advised there will be signage indicating which day guest parking is prohibited for trash removal. He advised the EUSP only requires two parking spaces in the garage and a half guest space across the site. He noted a third parking space was not included as a credit for the guest parking space. *Contract Planning Manager Poland* clarified 96 guest parking spaces are required and the project is proposing 129 guest parking spaces that exceeds the EUSP requirement.

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In response to *Chair Aspinall's* inquiries, *Mr. Collier* explained the detached units have guest parking located at the end of each stall between the units. He advised the attached units have a large row of guest parking on the east side along with parking at the end of each aisle and along the main drive. He explained there will be parking restrictions and residents will work through the Parking Boss Program which is an application that allows residents to register guest vehicle information.

Mr. Collier provided an overview of the attached unit project which includes 3-plex, 4-plex, and 5-plex buildings, a mix of 2 and 3 story units, ground-floor patios, or 2nd-floor decks. He noted the project far exceeds the required private open spaces for each unit. He provided a brief overview of the recreation center which includes a pool, community room, restrooms, barbeque area, a Zen garden, and a tot lot. He addressed public concern regarding parkland and advised the project provides the required amount of parkland.

In response to *Chair Aspinall's* inquiry, *Mr. Collier* reported a landscape palette was approved in the EUSP and the project will review the native plants to determine what is viable and accommodate accordingly.

Mr. Collier provided a closing summary of the project and advised it is 93 units less than what was approved in 2015. He clarified they will not be asking for any relief on traffic mitigation. He noted some noise concerns will be mitigated with a 12-foot sound wall which will be masked by landscaping. He reported the attached unit list prices are estimated to be in the low- to mid \$400,000s and detached units are estimated to be in the low- to mid \$500,000s and anticipate the grand opening in 2022.

In response to *Chair Aspinall's* inquiry regarding *Commissioner Mayer's* previous question, *Mr. Collier* reported Harvest at Upland was built in the same fashion with multiple townhomes sitting on one lot with the condominium plan detailing out physical property versus common areas. He clarified the condominium plan will be listed in the owner's title report. He explained the CC&R also details the areas of responsibility for maintenance, parking, and parking restrictions.

Chair Aspinall commented homeowners at Harvest at Upland have issues with who the parking spot between the two units belongs to and hopes it is better defined in this project. *Commissioner Mayer* expressed support for how the parking is being identified.

In response to *Commissioner Mayer's* inquiry, *Mr. Collier* reported there are only two vehicular entrances and as opposed to the three identified in the EUSP due to the project being scaled down to 192 units.

In response to *Chair Aspinall's* inquiries, *Mr. Collier* reported the project will not be elevated above 11th Street. He noted the lots themselves will be elevated two to three feet above the sidewalk so there will not be a massive retaining wall system. He believes that having a 24/7 residential presence will encourage the homeless residing in their vehicles to move to another area. *Vice Chair Schwary* believes the Impact Team will help address any homeless issues in the area. *Mr. Collier* believes the best way to tackle the homeless issue is to get a 24/7 residential presence in the area.

In response to *Chair Aspinall's* inquiry, *Mr. Collier* clarified there will be vinyl fencing between the detached units.

Chair Aspinall expressed concern regarding the noise issues on the side adjacent to GT Performance Engineering. *Mr. Collier* does not believe noise will be an issue due to the sound wall and landscaping. In response to *Chair Aspinall's* inquiry, *Mr. Collier* confirmed they are comfortable disclosing that GT Performance Engineering is located next to the project as a Condition of Approval to make it clear to potential homeowners.

In response to *Vice Chair Schwary's* inquiry, *Mr. Collier* confirmed he will investigate the possibility of providing a separate disclosure document that protects the builder and the City. *Vice Chair Schwary* agrees with *Chair Aspinall's* stance that there should be some type of disclosure document. *Mr. Collier* committed to working with staff and the City Attorney's Office on the matter.

In response to *Commissioner Caldwell's* inquiry, *Mr. Collier* confirmed the hash marks identified on the street in the project plan will be stamped asphalt or stamped concrete instead of pavers to eliminate maintenance

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issues. *Commissioner Caldwell* noted she was very impressed with the way the triplexes were designed and believes it will be a very good product.

In response to *Commissioner Mayer's* inquiries, *Mr. Collier* confirmed the traffic patterns on Foothill Boulevard are right in/right out since there is an existing median and there cannot be another median break close to an existing intersection. He noted this is the reasoning the project focuses the main entrance on 11th Street. He reported there is enough stacking depth to have vehicles before the gate as well as side by side and allow another vehicle to complete a U-turn if needed. He explained it is a secondary entrance because the function of being a right in/right out will deter day-to-day users from using it as the main entrance. In response to *Commissioner Grahn's* inquiry, *Mr. Collier* confirmed it is not restricted to Emergency Vehicle Access (EVA). He clarified three or four vehicles could sit there and there would still be a bypass lane for other drivers to turn around.

In response to *Commissioner Grahn's* inquiry, *Mr. Collier* clarified the CC&Rs have a very strong parking management plan that requires the garage to be used for parking vehicles and requires the homeowners provide evidence of its use. He also noted residents are required to register their vehicles to obtain a transponder and is capped at three vehicles per unit.

In response to *Committee Member Campbell's* inquiry, *Mr. Collier* explained noise testing was conducted for five days and advised that none of the aircraft noise exceeded the City's noise requirements for indoor or outdoor noise mitigation. He noted it is purely noise from the GT Performance Engineering site.

In response to *Commissioner Shim's* inquiry, *Mr. Collier* reported the project was designed to have the entrance on 11th Street along with tall hedges to mask the site view from the north. He feels there will be reinvestment in the adjoining properties once the project moves forward.

Natasha Walton encouraged the Planning Commission to deny the project until adequate parkland, at a ratio of three acres to 1000 residents, has been acquired to mitigate the significant impact the project will have on the current City parkland. She noted the public spaces in the development will not be open to the public while the City's parks will still be expected to accommodate the influx of people from this as well as other newly approved developments.

Ms. Walton referenced *Shari Wasson's* recent email to the Planning Commission and noted she was asked to convey to the Planning Commission her request that it deny the development until adequate parkland is increased to support native species.

Lois Sicking Dieter expressed concern regarding the MND which includes individual Technical Studies that appear to be understated and do not include the impact of other projects under development including the Bridge the Last Mile Logistic Center, Claremont Commons, the 11th Street warehouse currently under appeal, and the Harvest Residential Community. She believes the project does not comply with the Upland Municipal Code, and General Plan or the California Environmental Quality Act (CEQA). She expressed concern the project does not evaluate school overcrowding and encouraged the City to not accept impact fees to offset parkland requirements.

In fairness to *Ms. Wasson*, *Vice Chair Schwary* read the letter she emailed to the Planning Commission for the record.

Chair Aspinall offered *Mr. Collier* the opportunity to respond to comments and to address any items that were not covered. *Mr. Collier* advised the baseline of the project was established in 2015 when the original MND was approved. He noted any project that was approved or submitted after 2015 became cumulative to the analysis prepared for the project which was based on 2015 approvals per CEQA. He advised school enrollment is actually declining which is well documented in the school district. He noted the project is consistent with the Zoning and General Plan. He commented that the parkland issue is a City-wide issue and believes the City cannot take on new parkland without reinvesting in the current parkland.

Deputy City Attorney Maldonado advised that discussion after closing the public hearing should be limited to the Planning Commission.

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Mr. Collier requested clarification regarding the Condition of Approval No. 137. *Contract Planning Manager Poland* reported the condition should read “the proposed onsite sewer lines shall be private and to be maintained by the owner. The drainage facilities shall be maintained by the Homeowner’s Association which shall be established in the HOA’s CC&R”.

Chair Aspinall requested additional information regarding the tree planting scheme. *Contract Planning Manager Poland* reported this is a standard Public Works condition placed on all projects that are reviewed by the Planning Commission. He noted it is for the public rights of ways only and is not within the development boundaries and will be clarified.

Development Services Director Dalquest clarified the resident population of the project would be 556 using the 2.6 persons per household and would be 745 if Planning Area 2 was included. He clarified that one way of complying with the Quimby Act Ordinance is by paying in-lieu fees and noted the builder will be paying \$9,128 per unit for a total of \$1.76 million to be used towards land, parkland, open space, or parkland improvements in the future and is restricted to that use. He clarified there are 234 acres of parkland in Upland which includes the underdeveloped sports park property near Sycamore Hills which would put the City at 70% of the minimum park standard which is three acres per 1000 persons, not the 50% which was implied earlier.

In response to *Commissioner Mayer’s* inquiry, *Contract Planning Manager Poland* recommends rewording Condition of Approval No. 116 to state “the violation of any of the aforementioned conditions may result in the revocation of the DPR”.

Deputy City Attorney Maldonado advised it was appropriate to ask the Applicant if they agree with the revised Conditions of Approval. *Mr. Collier* confirmed his agreement with the revised Conditions of Approval.

In response to *Vice Chair Schwary’s* inquiry, *Deputy City Attorney Maldonado* explained if the Applicant had not agreed with the revised Conditions of Approval, the Planning Commission could have denied the project and the Applicant would have the right to appeal. He advised another approach would have been to approve the project including the Condition of Approval in question and allow the Applicant to appeal the specific condition.

Vice Chair Schwary commented that Conditions of Approval that the Planning Commission feels are important should be included and the Planning Commission should not take into consideration whether or not the Applicant agrees.

Chair Aspinall felt this was the situation during the previous 11th Street warehouse discussion. *Deputy City Attorney Maldonado* advised from a legal standpoint it is a defense and noted if the Applicant states on the record they agree with the Conditions of Approval and later appeal it, it would be the first thing to be argued in litigation. He noted the Applicant has to certify in writing within 15 days of the project approval that they agree with all the Conditions of Approval.

In response to *Vice Chair Schwary’s* inquiry, *Deputy City Attorney Maldonado* advised if there are no revised Conditions of Approval during the discussion there is no need to ask if the Applicant agrees. He noted it is appropriate to ask if it was discussed.

Chair Aspinall closed the public hearing.

Moved by *Vice Chair Schwary*, that the Planning Commission move to approve a Resolution adopting the Subsequent Mitigated Negative Declaration and Mitigation Monitoring Program for Development Plan Review No. 20-0010, Tentative Tract Map No. 20-0002 and Airport Land Use Compatibility Review No. 21-0001, and make the required environmental findings pursuant to the California Environmental Quality Act (CEQA) Guidelines and any of the other conditions discussed to this part of the motion.

The motion was seconded by *Commissioner Anderson*.

The motion carried by the following vote (7-0):

AYES: *Chair Aspinall, Vice Chair Schwary, Commissioners Anderson, Caldwell, Grahn, Mayer, and Shim*

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NAYS: None ABSTAINED: None

ABSENT: None

Moved by *Vice Chair Schwary*, that the Airport Land Use Committee move to approve a Resolution approving Airport Land Use Compatibility Review No. ALUC No. 21-0001.

The motion was seconded by *Commissioner Anderson*.

Committee Member Campbell commented he is uncomfortable with the density of the housing both on this project and the one to the west due to concerns involving airplane crashes. *Chair Aspinall* confirmed the City is meeting the code for Airport Land Use. *Committee Member Campbell* confirmed he wanted to be on the record regarding his opposition. *Vice Chair Schwary* confirmed *Committee Member Campbell's* concerns from 2015.

Deputy City Attorney Maldonado advised *Chair Aspinall* if she wanted to ask staff another question she could reopen the public hearing. He explained the way to do that would be to ask the Planning Commission if they are opposed to reopening the public hearing and if not, reopen the public hearing. He advised if there is opposition a vote would be taken, and if passed, the public hearing would be reopened. He advised at that time the question could be posed then the public hearing would be closed.

In response to *Chair Aspinall's* inquiry, the Planning Commission did not oppose reopening the public hearing.

Chair Aspinall reopened the public hearing.

Development Services Director Dalquest clarified that from a density and noise standpoint the project does meet the Airport Land Use Compatibility Plan.

Chair Aspinall closed the public hearing.

The motion carried by the following vote (7-1):

AYES: *Chair Aspinall, Vice Chair Schwary, Commissioners Anderson, Caldwell, Grahn, Mayer, and Shim*

NAYS: *Committee Member Campbell* ABSTAINED: None

ABSENT: None

Moved by *Vice Chair Schwary*, that the Planning Commission move to approve a Resolution approving Development Plan Review No. 20-0010 and Tentative Tract Map No. 20366 (TTM 20-0002) and any other conditions that were mentioned that would apply to this part of the motion.

The motion was seconded by *Commissioner Mayer*.

The motion carried by the following vote (7-0):

AYES: *Chair Aspinall, Vice Chair Schwary, Commissioners Anderson, Caldwell, Grahn, Mayer, and Shim*

NAYS: None ABSTAINED: None

ABSENT: None

12. ADJOURN JOINT SPECIAL MEETING OF THE PLANNING COMMISSION AND AIRPORT LAND USE COMMITTEE AND RECONVENE THE REGULAR PLANNING COMMISSION MEETING

Chair Aspinall adjourned the Joint Special Meeting of the Planning Commission and Airport Land Use Committee at 8:25 P.M. and reconvened the Regular Planning Commission meeting at 8:25 P.M.

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13. BUSINESS ITEMS

None

Development Services Director Dalquest reported there will be a Joint Workshop of the City Council and Planning Commission on February 25, 2021 at 6:00 P.M. to discuss the process for the 2021-2029 Housing Element Update.

14. COMMISSION COMMENTS

Development Services Director Dalquest introduced *Deputy City Attorney Albert Maldonado* and thanked former *Deputy City Attorney Isra Shah* for her service.

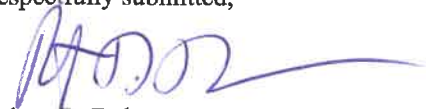
Deputy City Attorney Maldonado reported his firm, Best, Best and Krieger LLP (BB&K) prepares an annual Public Integrity Guide and will provide a copy to the Planning Commission for reference and guidance with the Brown Act. He advised he will work with *Development Services Director Dalquest* to get the Commission signed up for BB&K's email thread.

Vice Chair Schwary thanked *Deputy City Attorney Maldonado* for his comments during the meeting.

15. ADJOURNMENT

There being no further business to come before the Planning Commission, *Chair Aspinall* adjourned the meeting at 8:30 P.M., to the special joint meeting of the City Council and Planning Commission on February 25, 2021, at 6:00 P.M.

Respectfully submitted,



Robert D. Dalquest, Secretary
Upland Planning Commission